



Drop Off Facility

Fees and Guidelines

Welcome to the City of Manchester Drop Off Facility! **To minimize costs and ensure compliance with State regulations, customers are required to segregate items and place them at the proper station.** Please follow the instructions of facility personnel and pay close attention to signage.

Fee Schedule

Item	Fee
Annual Permit	\$5
Automotive Batteries; Metal Scrap (all sizes, including appliances and other bulky metal); Oil (both automotive and cooking); and Recyclables	No charge
Bulky (non-metal)	7.5¢ per lb (<i>residential customers only</i> entitled to two free trips per year, limit of 10 items total)
Carts	\$60 per 65 gallon cart; \$75 per 95 gallon cart
Construction/Demolition Debris	7.5¢ per lb
Electronics	7.5¢ per lb
Fire Extinguishers	\$5 each
Miscellaneous	7.5¢ per lb
Propane Tanks	\$1 each for 1 lb tanks; \$5 each for all other sizes
Tires	<i>Automotive:</i> For vehicles currently registered in Manchester, no charge for first four tires per vehicle per year; otherwise, \$5 each <i>Other types (from bicycles, mowers, etc.):</i> \$1 each
Yard Waste	7.5¢ per lb (fee waived December – March)

Important Guidelines

Permits are required to use the facility, with limited exceptions. Customers who fail to follow facility rules may have their permits revoked. See reverse side for exceptions, eligibility requirements and other information.

Recyclables are mixed paper and cardboard; plastics #1 through 7, with the exception of polystyrene (i.e., “Styrofoam”) and products with PVC; tin; steel; aluminum; and glass. Recycling at the Drop Off Facility is dual-stream; paper and cardboard must be separated from the other materials.

Automotive tires must be off the rim. Customers must present a current Manchester vehicle registration (copies not accepted) to be eligible for free disposal. Each set of four free tires requires a unique registration.

Waste oil must be in containers of one gallon or less and free of contaminants such as water or gasoline.

Bulky (non-metal) items are furniture, rugs, and— at the discretion of the Scale Operator— other items whose size or weight precludes standard curbside collection. Doors, kitchen and bathroom cabinetry, sinks and toilets are considered construction and demolition debris and are not treated as bulky items.

Electronics that must be segregated for disposal include TVs; computers; monitors; and handheld devices.

Yard waste branches/stumps must be fewer than 3 inches in diameter. Soils are not taken, except for small quantities incidental to the removal of roots.

Items NOT accepted include industry-generated hazardous wastes/substances (including asbestos), household hazardous wastes (except during special collection events— read on for more details), and medicines.

Automated dump bodies may not be used, except to dispose of yard waste. See reverse side for explanation.

Am I eligible for a permit?

Only Manchester residents, Manchester businesses and outside contractors whose waste has been generated in Manchester are eligible for a permit. Permits are good for one year from the date of purchase.

Residents

Residential permits are issued to customers who present proof of Manchester residency. Following is sufficient:

- Current driver's license with a Manchester address OR
- Valid photo ID (driver's license or other) AND a utility bill or property tax bill or lease agreement for a Manchester address, dated within the past six months, showing the customer as a resident at the address listed on the document
- Any other proof that, at the sole discretion of the Scale Operator, verifies Manchester residency

Only one permit will be issued per household. Separate units at a single address constitute distinct households and each is eligible for its own permit. Only individuals residing at the address that is the source of the waste may obtain a residential permit; landlords and property management companies must obtain a commercial permit (see below).

Manchester Businesses/Non-Profits

Commercial permits are issued to customers who present proof that they operate a business or non-profit organization (NPO) located in Manchester. Following is sufficient:

- Current City of Manchester business license OR
- Tax return from the past year showing a Manchester business/NPO name and address OR
- Utility bill, property tax statement or lease agreement dated within the past six months showing a Manchester business/NPO name and address OR
- Any other proof that, at the sole discretion of the Scale Operator, verifies that the business/NPO is located in Manchester

Outside Contractors Working in Manchester

Commercial permits are issued to contractors based outside of Manchester who are disposing of waste generated within Manchester and who present proof thereof. Following is sufficient:

- A recent contract or confirmation letter signed by the owner of a Manchester property OR
- Any other proof that, at the sole discretion of the Scale Operator, verifies that the waste to be disposed of was generated at a Manchester address

The City reserves the right to reject any waste from a permitted Manchester resident, business, NPO or outside contractor if the waste appears to have been generated outside of Manchester.

Which items do not require a permit?

Customers who are only purchasing a cart, or whose loads contain only recyclables and/or automotive wastes, do not need a permit. Administrative costs to process these items have unique funding sources.

Why are there restrictions on the use of automated dump bodies?

The use of automated dump bodies for materials other than yard waste increases the risk of: (1) hazardous materials entering the facility's waste containers; and (2) containers being filled inadvertently beyond capacity. Restrictions on their use keep the facility's costs—and the fees required to cover those costs—to a minimum.

When Can I Dispose of Household Hazardous Wastes?

Household Hazardous Waste Collection Events are held at the Drop Off Facility on the second Saturdays of May and October, from 9 AM to 2 PM. These events are open to Manchester residents only. A facility permit is not required, but participants must bring proof of residency. Disposal is free. Limitations apply. Please visit www.manchesternh.gov/dropoff for more information.